

**Summary of the Laboratory Accreditation Body Expert Committee Meeting
Tuesday, December 17, 2019 1:00 pm Eastern**

1. Welcome and Roll Call

The Chair, Carl Kircher, opened the meeting. Attendance is recorded in Attachment 1. The minutes of November 19 were approved.

2. Reconsideration of SIR 362 Response

The LASEC SIR Subcommittee reviewed LAB's response to this SIR about 30 calendar days for issuing assessment reports and has returned it to the committee saying that it is not within the language of the standard to add additional days due to weekends or holidays. This the only acceptable response would be "no", that it is not acceptable to deliver the report on the following business day. Mei Beth moved and Socorro seconded that an email vote should be conducted, since a quorum was not present. Several committee members indicated their objections to this forced revision to the response.

As of December 19, eight "yes" votes were cast and two "no" votes. Charles Hartke has departed SGS and has not updated his email, so that he likely did not receive the request to vote, and will be considered as abstaining. The motion passes, and the revised response was returned to the LASEC for its reconsideration.

3. Continued Discussion of Comments on Outline of Proposed Changes and Draft of V2M1

The committee continued discussion of these, working from the spreadsheet used at conference. Carl stated that he intends to defer discussion of timelines for delivery of assessment reports until the public session at conference in Newport Beach.

Participants discussed several comments at length.

- Comments 65 and 196 -- There was general agreement to move the note from 7.13.8 to 7.13.1, and to place the same note also in 7.12.1, stating that "if the AB is following the statutory or regulatory requirements of its state, it meets this portion of the standard.
- Comment 180 (§7.14) was discussed with no change to be made.
- Comment 148 (§4.6) suggested addition of language
- Comment 153 (§7.4.2) was resolved by deleting both notes, eliminating the first sentence of the 2nd paragraph of 7.4.2.1 and making the remaining 2nd sentence of the 2nd paragraph into a new 7.4.2.2.
- Comment 183 -- Discussion moved on to the "Major Issues" items, beginning with assessor qualifications, and there was consensus that §6.1.2.9.1 will require language to provide for "grandfathering" of existing assessors by NELAP ABs.
- Comment 151 -- Fields of Accreditation are defined in both §3.6 and 7.8.3.d. This is based on the five modules although an AB can subdivide the chemistry portion if desired.
- Comment 161 -- Participants were satisfied with the list of contents for an assessment report as added to §7.6.6.b.2.

Carl requested a new spreadsheet with only the items remaining to be addressed, for the January 21 meeting.

4. Next Meeting

The next teleconference meeting will be **Tuesday, January 21, 2020, at 1:00 pm Eastern.** An agenda and documents will be distributed prior to the meeting.

LAB Expert Committee Roster

Name/Email	Term ends	Affiliation	Present?
Socorro Baldonado sbaldonado@mwdh2o.com	12/31/2022 (1 st term)	Lab – Metropolitan Water District, La Verne, CA	Yes
William Batschelet Batschelet.william@epa.gov	12/31/2021 (2 nd term)	Other – Retired from US EPA R8	Yes
Nilda Cox nildacox@eurofinsus.com	12/31/2021 (1 st term)	Lab – Eurofins Eaton Analytical LLC	No
Charles Hartke Charles.hartke@sgs.com	12/31/2020 (1 st term)	Lab – SGS Accutest, Dayton, NY	No
Catherine Katsikis catherinekatsikis@gmail.com	12/31/2021 (2 nd term)	Other – Laboratory Data Consultants	No
Carl Kircher, Chair carl_kircher@flhealth.gov	12/31/2021 (3 rd term, extended)	AB – Florida Department of Health	Yes
Marlene Moore mmoore@advancedsys.com	12/31/2021 (2 nd term)	Other – Advanced Systems, Inc., Newark, DE	No
Michael Perry michael.perry@lvvwd.com	12/31/2022 (1 st term)	Lab – Southern Nevada Water Authority	No
Zaneta Popovska zpopovska@anab.org	12/31/2021 (1 st term)	Other – ANAB	Yes
Alia Rauf arauf@utah.gov	12/31/2020 (1 st term)	AB – Utah Department of Health	Yes
Mei Beth Shepherd, Vice Chair mbshep@sheptechserv.com	12/31/2021 (2 nd term)	Other – Shepherd Technical Services	Yes
Nicholas Slawson nslawson@a2la.org	12/31/2021 (1 st term)	AB – A2LA	No
Program Administrator: Lynn Bradley Lynn.Bradley@nelac-institute.org	N/A		Yes
Associate Members:			
Yumi Creason ycreason@pa.gov		AB – Pennsylvania	Yes
Scott Haas shaas@etilab.com		Lab -- Environmental Testing, Inc., and Chair, FAC	No
Bill Ray bill_ray@williamrayllc.com		Other – William Ray Consulting, LLC	No
Aurora Shields Aurora.Shields@kcmo.org		Lab – KC Water	No
Ilona Taunton Ilona.taunton@nelac-institute.org		Other – TNI Program Administrator	No